

To receive one training credit, please read the corresponding article and answer the questions below. Return the answer sheet to Community Impact Programs, Attn: Foster Parent Trainer at:

*If licensed in Racine County:* 800 Goold Street, Racine, WI 53402

*If licensed in Kenosha County:* 2108-63<sup>rd</sup> Street, Kenosha, WI 53143

Date: \_\_\_\_\_

Foster Parent Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

### **Documentation – Are You Doing It? Questions**

1. Define allegation.
2. What is a foster parent's biggest excuse not to document when a foster child took his/her medication last, or how the foster child got the lump on his/her forehead?
3. Remembering English in high school, what are the five questions you want to answer when you document? For example, a foster child returning from a visit starts a new behavior such as wetting the bed.
4. Why is it always important to include the time a medication is given or the times you are transporting a foster child to an appointment?
5. When do you document an event?
6. Whose name should be listed in the foster child's documentation?
7. Circle the word to describe if the following documentation is *correct* or *wrong*: On Monday, March 12, 2008, I gave Kenny Night one Statara pill at 7:00 am, with my signature.
8. What should you document and why is it important to document events?
9. Write an example of an event that would need to be documented. Remember to answer the five reporting questions: how, why, when, who and what.